

## **8100 PROCEDURE 406**

### **Aircraft Incidents and Accidents (Including Overdue and Missing Aircraft)**

(April 2010)

[\(See Policy 8324 - Aviation Accident, Incident and Hazard reporting\)](#)

#### **Aircraft Incidents and Accidents:**

Aircraft incidents and accidents are inherently unpredictable. Anyone who has been involved in the response to an aircraft incident or accident will agree that the first few minutes (and hours) are stressful. Developing and practicing your Aviation Response Plan today is your best preparation for an efficient operation when an incident or accident does occur. Time is a critical factor and immediate action is necessary; a delay may affect someone's survival. The best way to be prepared for the unexpected is to regularly practice your Aviation Response Plan. Coordinate in advance and encourage as many responders as possible to participate in your drill. A reference to use in the development of your plan is the "[Interagency Aviation Mishap Response Guide and Checklist](#)" NFES-2659

Aircraft accidents may include: serious injury, fatal injury (may be well after the accident), death (at scene), and substantial aircraft damage. For reporting purposes CAL FIRE and the Federal Aviation Administration (FAA) have different criteria for what constitutes a serious injury or fatality. For definitions and reporting criteria, reference [Policy 1715 – Death and Serious Injury Reporting](#) for CAL FIRE and [Policy 8324.1 - Aviation Accident, Incident, and Hazard Reporting for the FAA](#).

#### **Aircraft Incidents:**

- Airspace Conflict / Intrusion
- Forced Landing
- Incident with Potential
- Maintenance Deficiency
- Precautionary Landings

See [Policy 8324.1 - Aviation Accident, Incident, and Hazard Reporting for definitions](#).

#### **Responsibilities and Actions**

##### **All CAL FIRE Incidents or Accidents:**

1. All aircraft incidents and accidents involving:
  - a) CAL FIRE aircraft, or
  - b) Aircraft from another fire agency operating on a CAL FIRE incident, or
  - c) CWN aircraft operating on a CAL FIRE incident, or

- d) CAL FIRE personnel whether in the air or on the ground.

### **Any CC**

1. Clear affected radio net of all non-essential traffic.
2. Record information in the system of record.
3. Take action according to your standard response or aviation response plans.
4. Notifications shall be made using the Duty Officer and Duty Chief chain-of-command.
  - a) The Duty Chief chain-of-command shall notify:
    - i. Fire Protection
  - b) The Duty Officer chain-of-command shall notify:
    - i. the Aviation Safety Officer via the Aviation Management Unit (AMU) Duty Officer (916) 561-3353.
    - ii. this can be initiated at any point in the Duty Officer's chain of command.
5. The CAL FIRE Aviation Safety Officer or their designee shall be the only person contacting the FAA and National Transportation Safety Board (NTSB) for a CAL FIRE aviation accident.
6. For CAL FIRE aviation incidents and accidents, the affected CC shall either initiate or confirm that the responsible party is forwarding the [Form FC-119 - CAL FIRE Aircraft Accident/Incident Report](#). Send the report to the "FC-119 Mailing List in Outlook". ([See Policy 8324.2 Aircraft Accident / Incident Reporting](#))

### **CAL FIRE Aircraft Accidents:**

#### **Any CC**

1. Life-saving operations are initiated as necessary.
2. Ensure property is protected from unnecessary additional damage.
3. Insure that assigned resources secure the accident scene.
  - a. Assign CAL FIRE Law Enforcement to coordinate activities.
4. Identify witnesses, get their addresses, and phone numbers.
5. Everything at the site is under the control of the NTSB until released.

6. If the CAL FIRE criteria is met for a serious injury or death, reference (Policy 1715 – Death and Serious Injury Reporting)

#### **CAL FIRE Aircraft Incident:**

##### **Any CC**

1. Make appropriate notifications using the Duty Officer and Duty Chief chain-of-Command based on significance of aircraft incident.
2. Initiate or confirm that the responsible party is forwarding the form [FC-119](#) “CAL FIRE Aircraft Accident/Incident Report to the “FC-119” mailing list in Outlook. See [Policy 8324.2](#).

#### **CAL FIRE Overdue or Missing Aircraft (when Radio Flight Following):**

##### **Any CC**

1. When a 15-minute verbal “position check” is unacknowledged by an aircraft since the last confirmed position:
  - a) Continue attempts to contact aircraft by radio or phone (see [Policy 8024 – CDF Radio Net Descriptions](#)).
  - b) Contact destination airbase or airport for ramp-check.
  - c) Gather information required for Aircraft Accident/Incident Report.
  - d) Contact dispatch centers along the aircraft’s travel route.
  - e) Contact originating or enroute airbase(s).
2. When an aircraft is 15 minutes overdue to it’s destination or scheduled verbal position check (30 minutes from the last confirmed position):
  - a) Inquire with FAA if contact has been made with overdue aircraft (This is an inquiry only. We are not reporting an overdue aircraft.).
  - b) FAA Center jurisdiction map;

Use link to determine which FAA “Center” to contact

[http://tfr.faa.gov/tfr\\_map\\_ims/html/index.html](http://tfr.faa.gov/tfr_map_ims/html/index.html)

Los Angeles	(661) 265-8205
Oakland	(510) 745-3000
Seattle	(253) 351-3520

3. When an aircraft is 30 minutes overdue to its destination or scheduled position check (45 minutes from the last verbally confirmed position):

a) Contact AMU Duty Officer (916)561-3353 who will contact the appropriate FAA Air Route Traffic Control Center (aka Center) and request an [Overdue Aircraft Action](#).

b) FAA Center jurisdiction map;

Use link to determine which FAA "Center" to contact

[http://tfr.faa.gov/tfr\\_map\\_ims/html/index.html](http://tfr.faa.gov/tfr_map_ims/html/index.html)

Los Angeles	(661) 265-8205
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4. If an aircraft is considering missing or suspected of being involved in an accident:

a) Initiate the "Aircraft Accident Procedure".

5. Any time the reported fuel duration is exceeded and the aircraft location is unknown, the aircraft will be considered "Missing" and the Aircraft Accident Procedure" will be initiated.

### **General Aviation (Civilian) Aircraft Accident Reporting:**

#### **Any CC:**

To report a general aviation (civilian) aircraft accident, any CC shall directly notify the Federal Aviation Administration (FAA) Western Pacific Regional Operations Center Duty Officer at (310) 725-3300 or (310) 725-3301.

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